

EXHIBIT B SCOPE OF WORK

TECHNICAL TASK LIST

Task #	Task Name
1	Administration
2	Project Management
3	Resource, Infrastructure and Constraints Mapping
4	Stakeholder Outreach
5	Prepare Draft Streamlining Program
6	CEQA
7	Public Hearings

KEY NAME LIST

Task #	Key Personnel	Key Subcontractor(s)	Key Partner(s)
1	James Caruso Wes Drysdale Mike Wulkan		
2	James Caruso Mike Wulkan Ellen Carroll Ryan Foster		
3	Jeff Legato Jennifer Jimenez Ryan Foster James Caruso Mike Wulkan Lynda Auchinachie Trevor Keith		
4	James Caruso Mike Wulkan Kami Griffin Lynda Auchinachie		
5	James Caruso Mike Wulkan Kami Griffin Lynda Auchinachie		
6	James Caruso Mike Wulkan Steve McMasters Trevor Keith Ellen Carroll		
7	James Caruso Mike Wulkan Kami Griffin Steve McMasters		

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GLOSSARY

Specific terms and acronyms used throughout this scope of work are defined as follows:

Term/ Acronym	Definition
APCD	San Luis Obispo County Air Pollution Control District
CAM	Energy Commission Agreement Manager
COSE	Conservation and Open Space Element
CPR	Critical Project Review
EVC	Economic Vitality Corporation
GIS Featureclass	Homogeneous collections of common features, each having the same spatial representation, such as points, lines, or polygons, and a common set of attribute columns, for example, a line feature class for representing road centerlines. The four most commonly used feature classes in the geodatabase are points, lines, polygons, and annotation (the geodatabase name for map text).
RE	Renewable Energy
RFP	Request For Proposals

Problem Statement:

Development of eligible renewable energy resource facilities is encouraged by both state and local policy documents. The County General Plan aligns with this emphasis on renewable energy, reduction in greenhouse gas emissions and increases in energy efficiency. However, in order to implement policies encouraging development of eligible renewable energy resources, additional mapping of resources and constraints is needed. Streamlining of development of eligible renewable energy resource facilities through ordinances and policies that favor this development will result in the approval and construction of more eligible renewable energy resource projects in less time.

Goals of the Agreement:

The goal of this Agreement is to create a program of resource and constraints mapping, policy and ordinance revisions and environmental review that will result in streamlining of processing permits for eligible renewable energy resources. The mapping work will identify areas with sufficient infrastructure to facilitate efficient use of, and development of, eligible renewable energy resource associated electric transmission facilities, favorable eligible renewable energy resources and fewest constraints to support eligible renewable energy resource projects.

Objectives of the Agreement:

The objectives of this Agreement are to identify, through mapping of resources, constraints and infrastructure, those areas that can support eligible renewable energy resource development. In addition, the County General Plan will be amended to identify these mapped areas as appropriate for eligible renewable energy resource development and to promote their use as such. To implement the County General Plan, our goal is to develop draft County ordinances for adoption that create standards to prioritize development of eligible renewable energy resource facilities in these mapped areas that will be referred to as renewable energy (RE) combining designations.

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TASK 1 ADMINISTRATION

Task 1.1 Attend Kick-off Meeting

The goal of this task is to establish the lines of communication and procedures for implementing this Agreement.

The Recipient shall:

- Attend a “Kick-Off” meeting with the Commission Project Manager, the Grants Officer, and a representative of the Accounting Office. The Recipient shall bring its Project Manager, Agreement Administrator, Accounting Officer, and others designated by the Commission Project Manager to this meeting. The administrative and technical aspects of this Agreement will be discussed at the meeting. Prior to the kick-off meeting, the Commission Project Manager will provide an agenda to all potential meeting participants.

The administrative portion of the meeting shall include, but not be limited to, the following:

- Discussion of the terms and conditions of the Agreement
- Discussion of Critical Project Review (Task 1.2)
- Permit documentation (Task 1.6)
- Discussion of subcontracts needed to carry out project (Task 1.7)

The technical portion of the meeting shall include, but not be limited to, the following:

- The Commission Project Manager’s expectations for accomplishing tasks described in the Scope of Work
- An updated Schedule of Products
- Discussion of Progress Reports (Task 1.4)
- Discussion of Technical Products (Product Guidelines located in Section 5 of the Terms and Conditions)
- Discussion of the Final Report (Task 1.5)

The Commission Project Manager shall designate the date and location of this meeting.

Recipient Products:

- Updated schedule of products
- Updated list of permits

Commission Project Manager Product:

- Kick-off meeting agenda

Task 1.2 Critical Project Review (CPR) Meetings

The goal of this task is to determine if the project should continue to receive Energy Commission funding to complete this Agreement and to identify any needed modifications to the tasks, products, schedule or budget.

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CPRs provide the opportunity for frank discussions between the Energy Commission and the Recipient. The Commission Project Manager may schedule CPRs as necessary, and CPR costs will be borne by the Recipient.

Participants include the Commission Project Manager and the Recipient and may include the Commission Grants Officer, staff from the Efficiency and Renewable Energy Division, other Energy Commission staff and Management as well as other individuals selected by the Commission Project Manager to provide support to the Energy Commission.

The Commission Project Manager shall:

- Determine the location, date, and time of each CPR meeting with the Recipient. These meetings generally take place at the Energy Commission, but they may take place at another location.
- Send the Recipient the agenda and a list of expected participants in advance of each CPR. If applicable, the agenda shall include a discussion on permits.
- Conduct and make a record of each CPR meeting. One of the outcomes of this meeting will be a schedule for providing the written determination described below.
- Determine whether to continue the project, and if continuing, whether or not modifications are needed to the tasks, schedule, products, and/or budget for the remainder of the Agreement. Modifications to the Agreement may require a formal amendment (please see section 8 of the Terms and Conditions). If the Commission Project Manager concludes that satisfactory progress is not being made, this conclusion will be referred to the Lead Commissioner for Renewables for his or her concurrence.
- Provide the Recipient with a written determination in accordance with the schedule. The written response may include a requirement for the Recipient to revise one or more product(s) that were included in the CPR.

The Recipient shall:

- Prepare a CPR Report for each CPR that discusses the progress of the Agreement toward achieving its goals and objectives. This report shall include recommendations and conclusions regarding continued work of the projects. This report shall be submitted along with any other products identified in this scope of work. The Recipient shall submit these documents to the Commission Project Manager and any other designated reviewers at least 15 working days in advance of each CPR meeting.
- Present the required information at each CPR meeting and participate in a discussion about the Agreement.

Commission Project Manager Products:

- Agenda and a list of expected participants
- Schedule for written determination
- Written determination

Recipient Product:

- CPR Report(s)

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Task 1.3 Final Meeting

The goal of this task is to closeout this Agreement.

The Recipient shall:

- Meet with Energy Commission staff to present the findings, conclusions, and recommendations. The final meeting must be completed during the closeout of this Agreement.

This meeting will be attended by, at a minimum, the Recipient, the Commission Grants Office Officer, and the Commission Project Manager. The technical and administrative aspects of Agreement closeout will be discussed at the meeting, which may be two separate meetings at the discretion of the Commission Project Manager.

The technical portion of the meeting shall present an assessment of the degree to which project and task goals and objectives were achieved, findings, conclusions, recommended next steps (if any) for the Agreement, and recommendations for improvements. The Commission Project Manager will determine the appropriate meeting participants.

The administrative portion of the meeting shall be a discussion with the Commission Project Manager and the Grants Officer about the following Agreement closeout items:

- What to do with any equipment purchased with Energy Commission funds (Options)
- Energy Commission's request for specific "generated" data (not already provided in Agreement products)
- "Surviving" Agreement provisions
- Final invoicing and release of retention
- Prepare a schedule for completing the closeout activities for this Agreement.

Products:

- Written documentation of meeting agreements
- Schedule for completing closeout activities

Task 1.4 Monthly Progress Reports

The goal of this task is to periodically verify that satisfactory and continued progress is made towards achieving the objectives of this Agreement on time and within budget.

The objectives of this task are to summarize activities performed during the reporting period, to identify activities planned for the next reporting period, to identify issues that may affect performance and expenditures, and to form the basis for determining whether invoices are consistent with work performed.

The Recipient shall:

- Prepare a Monthly Progress Report which summarizes all Agreement activities conducted by the Recipient for the reporting period, including an assessment of

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the ability to complete the Agreement within the current budget and any anticipated cost overruns. Each progress report is due to the Commission Project Manager within 10 days of the end of the reporting period. The recommended specifications for each progress report are contained in Section 6 of the Terms and Conditions of this Agreement.

- In the first Monthly Progress Report and first invoice, document and verify match expenditures and provide a synopsis of project progress, if match funds have been expended or if work funded with match share has occurred after the notice of proposed award but before execution of the grant agreement. If no match funds have been expended or if no work funded with match share has occurred before execution, then state this in the report. All pre-execution match expenditures must conform to the requirements in the Terms and Conditions of this Agreement.

Product:

- Monthly Progress Reports

Task 1.5 Final Report

The goal of the Final Report is to assess the project's success in achieving its goals and objectives, as described in the recipient's Scope of Work, and providing energy-related and other benefits to California.

The objectives of the Final Report are to clearly and completely describe the project's purpose, approach, activities performed, and results; to present a public assessment of the success of the project as measured by the degree to which goals and objectives were achieved; to make insightful observations based on results obtained; to draw conclusions; and to make recommendations for further projects and improvements to the project management processes.

The Final Report shall be a public document.

The Recipient shall:

- Prepare an Outline of the Final Report.
- Prepare a Final Report following the approved outline and the latest version of the Final Report guidelines which will be provided by the Commission Project Manager. The Commission Project Manager shall provide written comments on the Draft Final Report within fifteen (15) working days of receipt. The Final Report must be completed at least 60 days before the end of the Agreement Term.
- Submit one bound copy of the Final Report with the final invoice.

Products:

- Final Outline of the Final Report
- Draft Final Report
- Final Report

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Task 1.6 Identify and Obtain Required Permits

The goal of this task is to obtain all permits required for work completed under this Agreement in advance of the date they are needed to keep the Agreement schedule on track.

Permit costs and the expenses associated with obtaining permits are not reimbursable under this Agreement. Although the Energy Commission budget for this task will be zero dollars, the Recipient shall budget match funds for any expected expenditures associated with obtaining permits. Permits must be identified in writing and obtained before the Recipient can make any expenditure for which a permit is required.

The Recipient shall:

- Prepare a letter documenting the permits required to conduct this Agreement and submit it to the Commission Project Manager at least 2 working days prior to the kick-off meeting. If there are no permits required at the start of this Agreement, then state such in the letter. If it is known at the beginning of the Agreement that permits will be required during the course of the Agreement, provide in the letter:
 - A list of the permits that identifies the:
 - Type of permit
 - Name, address and telephone number of the permitting jurisdictions or lead agencies
 - The schedule the Recipient will follow in applying for and obtaining these permits.
- Discuss the list of permits and the schedule for obtaining them at the kick-off meeting and develop a timetable for submitting the updated list, schedule and the copies of the permits. The implications to the Agreement if the permits are not obtained in a timely fashion or are denied will also be discussed. If applicable, permits will be included as a line item in the Progress Reports and will be a topic at CPR meetings.
- If during the course of the Agreement additional permits become necessary, provide the appropriate information on each permit and an updated schedule to the Commission Project Manager.
- As permits are obtained, send a copy of each approved permit to the Commission Project Manager.
- If during the course of the Agreement permits are not obtained on time or are denied, notify the Commission Project Manager within 5 working days. Either of these events may trigger an additional CPR.

Products:

- Letter documenting the permits or stating that no permits are required
- A copy of each approved permit (if applicable)
- Updated list of permits as they change during the term of the Agreement (if applicable)
- Updated schedule for acquiring permits as changes occur during the term of the Agreement (if applicable)

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Task 1.7 Obtain and Execute Subcontracts

The goal of this task is to ensure quality products and to procure subcontracts required to carry out the tasks under this Agreement consistent with the terms and conditions of this Agreement and the Recipient's own procurement policies and procedures. It will also provide the Energy Commission an opportunity to review the subcontracts to ensure that the tasks are consistent with this Agreement, that the budgeted expenditures are reasonable and consistent with applicable cost principles.

The Recipient shall:

- Manage and coordinate subcontractor activities.
- Submit a draft of each subcontract required to conduct the work under this Agreement to the Commission Agreement Manager for review.
- Submit a final copy of the executed subcontract.
- If Recipient decides to add new subcontractors, it shall notify the Commission Agreement Manager.

Products:

- Letter describing the subcontracts needed, or stating that no subcontracts are required
- Draft subcontracts
- Final subcontracts

TECHNICAL TASKS

TASK 2 PROJECT MANAGEMENT

The goal of this task is for the recipient to manage staff and consultant activities throughout the life of the grant.

Task 2.1 Kick off Meeting

The goal of this task is to introduce team members to the program, schedule and process and to discuss ways to keep on schedule.

The Recipient shall:

- Hold an initial project team kick off meeting with department staff, outside agencies and key partners. Discussion shall include project process and time frames, availability of needed data, identification of government involvement and required early consultation and initial identification of stakeholders.

Products:

- Meeting notes

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Task 2.2 Team Meetings

The goal of this task is to schedule and hold regular team meetings to keep all team members apprised of the program status, schedule issues and new information.

The Recipient shall:

- Hold bi-weekly meetings with key staff, outside agencies and key partners. Problems, opportunities and time frame issues will be discussed and decisions made. Special attention shall be given to the time schedule to ensure the grant end date is met.

Products:

- Meeting agenda
- Meeting notes

Task 2.3 Issue RFP for Consultant Services

The goal of this task is to retain a single consultant for outreach, infrastructure mapping, California Environmental Quality Act (CEQA) review, and streamlining program through a competitive Request for Proposal (RFP) process.

The Recipient shall:

- Prepare an RFP for consultant services, including a detailed scope of work and project description. The RFP will specifically seek consultants that are particularly knowledgeable about CEQA, eligible renewable energy resource projects, power infrastructure, general plan policies and regulations, public outreach and environmental review. The use of sub-consultants is allowed and expected for the infrastructure tasks.
- Distribute the RFP to a list of qualified consultants. The RFP and consultant selection process will be conducted in a manner consistent with both the County's procurement procedures and the terms of this agreement.
- Enter into a contract with the selected consultant through approval by the County Board of Supervisors. In addition to the Recipient's standard language, the contract will include any terms required by this agreement.

Products:

- Request for Proposals
- RFP Distribution List
- Consultant Proposals
- Board of Supervisor Resolution approving the consultant contract
- Contract with Selected Consultant

TASK 3 RESOURCE, INFRASTRUCTURE AND CONSTRAINTS MAPPING

The goal of this task is to utilize GIS technology to map eligible renewable energy resources and their potential within the county. Mapping would also include existing infrastructure related to eligible renewable energy resource development and land-based constraints to development

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of eligible renewable energy resource facilities. Products would include GIS Featureclass data layers, a GIS constraints analysis, and a mapping report and presentation graphics.

Task 3.1 Mapping of eligible renewable energy resources

The goal of this task is to survey available wind and solar energy-related mapping resources and infrastructure, and, if necessary investigate creation of additional required GIS resources.

The Recipient shall:

- Survey available mapping of eligible renewable energy resources related to wind, solar and geothermal and develop GIS Featureclasses related to identified eligible renewable energy resources. The County will work to secure a GIS Featureclass that would show the average wind speeds for geographic regions within the County. The County will also work to locate or develop a map showing areas that are suitable for solar and geothermal development based on selected criteria to be determined. Such criteria might include slope, lot size, vegetation, soil class, etc.

Products:

- GIS Featureclasses related to identified eligible renewable energy resources.

Task 3.2 Mapping of needed infrastructure.

The Recipient shall:

- Prepare maps of important infrastructure locations. GIS Featureclasses will be developed that will identify existing infrastructure related to potential eligible renewable energy resources. Such infrastructure could include roads, powerlines, and electric substations.

Products:

- GIS Featureclasses will be developed that will identify existing infrastructure related to potential eligible renewable energy resources.

Task 3.3 Prepare a constraints analysis.

The Recipient shall:

- Prepare an analysis and maps showing the locations of natural constraints that could affect the suitability for potential eligible renewable energy-related resource development. Such constraints could include prime soils, public land, flood zones, slopes, etc.

Products:

- GIS-based constraints map related to potential eligible renewable energy resources.

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Task 3.4 Establishing criteria for eligible renewable energy resource development location

The Recipient shall:

- Prepare an analysis of resource and constraints mapping and develop criteria for choosing areas for combining designations. GIS Featureclasses will be developed that will identify existing infrastructure related to potential eligible renewable energy resources. Such infrastructure could include roads, powerlines, and electric substations.

Products:

- A set of criteria for locating eligible renewable energy resource development to present to stakeholders for discussion.

TASK 4 STAKEHOLDER OUTREACH

The goals of this task are to ensure that: 1) the process to amend general plan policies and ordinances is open and transparent; 2) the opinions and views of persons knowledgeable about renewable energy are gathered, discussed and considered; and 3) the opinions and views of persons knowledgeable about and interested in natural resources are gathered, discussed and considered.

Task 4.1 Establish an e-mail list of interested parties and stakeholders, create a web page for dissemination of information and provide initial content.

The goal of this task is to create an expandable electronic contact list that is simple to use and maintain and to inform interested parties of the grant work.

The Recipient shall:

- Create a database of interested individuals starting with existing lists. Stakeholder individuals and organizations shall be contacted and the list expanded as needed. E-mail blast with link to recent information on the web page shall be periodically sent to the list.
- Create and maintain a program web page linked from the county website
- Use the web page to keep stakeholders updated on program status, announce upcoming meetings, and provide materials in advance of meetings, interviews and other key events.
- Provide in-person updates to key stakeholder groups throughout the process by attending stakeholder meetings and events

Products:

- Electronic database of key stakeholders with ongoing updates throughout the process.
- Program web page with content and links with ongoing updates throughout the process.
- Periodic updates to key stakeholder groups with meeting summaries.

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Task 4.2 Identify stakeholders for interviews and create interview goals, objectives and follow-up strategies.]

The goal of this task is to identify stakeholders to be interviewed and to create interview questions and goals.

The Recipient shall:

- Identify primary stakeholders such as the green energy cluster at the Economic Vitality Corporation (EVC), local renewable energy contractors, agricultural interests, landowners and environmental and open space organizations.
- Prepare strategies and an approach to stakeholder interviews. Consider group and individual interviews to elicit needed information, comments and opinions.
- Ensure that specific information and opinions are elicited from the stakeholders, including combining designation selection criteria, initial development standards for eligible renewable energy resource development and levels of permits needed for tiers of eligible renewable energy resource development.

Products:

- Lists of stakeholders
- Strategies for interviews
- Summary report of specific information and opinions from stakeholders

Task 4.3 Conduct stakeholder interviews

The goal of this task is to gain vital information from stakeholders in order to finish policy and ordinance work.

The Recipient shall:

- Develop stakeholder interview guidance to elicit the useful information from stakeholders. Interviews should be structured to address the streamlining program issues directly and within the time frame of the grant.
- Interview individual stakeholders and groups of stakeholders. These stakeholders will be from the renewable energy industry, the “green energy cluster” of the local EVC, representatives of agriculture and environmental and conservation organizations. Poll stakeholders on what they would like to see as proposed policies and ordinance standards.

Products:

- Stakeholder interview guidance
- Summary and analysis of stakeholder poll

Task 4.4 Stakeholder group discussions

The goal of this task is to “close the loop” on the stakeholder interviews in order to enable interaction among stakeholders and possible resolution of differences in order to finish policy and ordinance work.

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The Recipient shall:

- Select stakeholders for individual and group discussions.
- Conduct facilitated group discussions between different stakeholders to identify conflicts, opportunities and possible resolutions.
- Conduct follow-up individual interviews on selected key issues.

Products:

- Selected stakeholders for group discussions
- Group discussion strategies/questions
- Results of group discussions should be a part of the final outreach report (Task 4.5).

Task 4.5 Prepare a Final Outreach report

The goal of this task is to gain vital information from stakeholders in order to finish policy and ordinance work.

The Recipient shall:

- Prepare a final report on outreach activities:
 - Summarize outreach efforts
 - Compile interview input
 - Identify common ground and conflicts
- Send final report to stakeholders with opportunity to make suggestions on how to resolve any conflicts.

Products:

- Stakeholder interview questions and strategies
- Final Outreach report
- Written analysis of agreement, conflicts and resolution

TASK 5 PREPARE DRAFT STREAMLINING PROGRAM

Task 5.1 Develop a baseline of existing state and local rules, regulations and policies that address eligible renewable energy resources.

The goal of this task is to develop a regulatory and policy baseline condition document.

The Recipient shall:

Review state and County policies and regulations to form a baseline of applicable rules, regulations and policies. The recipient will collect, review, and assess relevant existing government planning documents prepared by the County, regional agencies (APCD) and state agencies that provide policies, programs, or regulations related to the issues to be addressed by this program. The recipient will document existing regulatory and planning frameworks for each issue, identify emerging trends, and collect data.

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- Identify federal, state and local policies and regulations that need to be addressed.

Products:

- Memo describing the existing policy and regulatory baseline

Task 5.2 Prepare draft streamlining program

The goal of this task is to prepare the draft streamlining program that includes new policies, ordinances and a combining designation

The Recipient shall:

- Prepare revised policies for the Land Use Element (Framework for Planning), Conservation and Open Space Element and the Agriculture Element that streamline eligible renewable energy resource development. The COSE renewable energy policies should be grouped under their own heading and reflect the intent of this program. The Agriculture Element should be revised to recognize eligible renewable energy resource development as an allowable, compatible, high priority use within the Renewable Energy (RE) combining designation, and to revise/eliminate mitigation strategies accordingly.
- Create the RE combining designation for eligible renewable energy resource development. The Framework for Planning will be revised to add a new combining designation based on criteria developed with the input of stakeholders. Purpose and Character Statements will be prepared along with the description and intent of this program. The Land Use Element maps will be revised to map the new combining designation.
- Revise Land Use Ordinance Table 2-2 to reflect new allowable use status for eligible renewable energy resource development. The use matrices will reflect tiers of allowable eligible renewable energy resource development along with accompanying development standards. The California Planning Director's solar energy tier descriptions will be the starting point for allowable use descriptions and development standards. Stakeholder interviews will be used to fine-tune the tier standards.
- Create new Land Use Ordinance standards for development of eligible renewable energy resource facilities located in the new RE combining designation using tiers 1-4 as a starting point. Development standards will include acreage and/or site disturbance limits and other standards as may be identified through the development of this program.
- As part of the EIR in Task 6, develop alternatives to the streamlining program. Alternative ordinances, RE combining designation criteria and policy changes will be studied and environmental analysis conducted for these alternatives.

Products:

- Draft Revised Land Use Element (Framework for Planning), Conservation and Open Space Element and Agriculture Element
- Text and maps for new Renewable Energy (RE) combining designation

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- Draft Revised Land Use Ordinance with revised allowable use matrices, standards for tiers of eligible renewable energy resource development (tiers to be determined through outreach task)

TASK 6 CALIFORNIA ENVIRONMENTAL QUALITY ACT

Task 6.1 Develop a project description.

The goal of this task is to complete an accurate project description.

The Recipient shall:

- Develop a comprehensive project description that covers all aspects of the Renewable Energy Streamlining Program. The project description will include a background section describing the goals of the California Energy Commission's Renewable Energy and Conservation Planning Grant and the purpose of the proposed general plan and ordinance amendments. It will also describe the siting criteria for eligible renewable energy resource projects and the RE combining designation, as well as the project objectives, which will later be used to define alternatives to the proposed project.

Products:

- Written project description

Task 6.2 Consultation with local and state agencies including SB18 consultation process

The goal of this task is to achieve compliance with Senate Bill 18 (2004), which requires tribal consultation for specific plans and general plan amendments. The Renewable Energy Streamlining Program is subject to tribal consultation because it would involve amendments to the Land Use Element, the Agriculture Element and the Conservation and Open Space Element of the San Luis Obispo County General Plan. Early consultation with other state and local agencies will lead to early discussion of issues.

The Recipient shall:

- Contact the State Native American Heritage Commission (NAHC) with an official consultation request.
- Send a consultation invitation to each tribal representative identified by the NAHC.
- Meet with any tribal representatives requesting consultation to discuss their concerns, address their questions, and work towards a resolution of impacts to identified cultural places.
- Notify all previously identified tribal representatives of public hearings for the proposed project.
- Notify all applicable state and local agencies of the proposed program and ask for early input.

Products:

- Tribal consultation request
- Consultation invitations
- Meetings notes from tribal consultations
- Correspondence with other agencies

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Task 6.3 Prepare Initial Study

Based on the scope of the Renewable Energy Streamlining Program and the Recipient's experience processing similar projects, it is anticipated that the proposed project will require the preparation of an Environmental Impact Report (EIR) per State CEQA Guidelines Section 15063. The goal of the Initial Study is to focus the EIR on the project's potentially significant environmental effects.

The Recipient shall:

- Perform an Initial Study to determine whether or not the proposed project will result in significant environmental effects. The Initial Study will analyze the project's potential impacts in each of the environmental issue areas listed in Appendix G of the State CEQA Guidelines. CEQA requires a Lead Agency to evaluate a project's direct and reasonably foreseeable environmental effects. Although the proposed project will not have direct environmental effects, it would ultimately lead to the development of new eligible renewable energy resource projects in the county. Similar projects processed by the County have resulted in significant and unavoidable environmental impacts in areas that include, but are not limited to: aesthetics, agricultural resources, air quality, biological resources, and noise.

Products:

- Completed Initial Study

Task 6.4 Prepare and Distribute Notice of Preparation

The goal of this task is to notify the State Clearinghouse and responsible and trustee agencies that an EIR will be prepared.

The Recipient shall:

- Prepare a Notice of Preparation (NOP) that describes the proposed project, affected areas of the county, and the probable effects of the project as determined through the Initial Study.
- Distribute the NOP to the State Clearinghouse, responsible and trustee agencies, neighboring counties, NAHC, and other interested parties.

Products:

- Notice of Preparation
- Notice of Preparation responses

Task 6.5 Hold Scoping Meeting

The goal of this task is to receive input from the public and local, state, and federal agencies on environmental issue areas and alternatives to be analyzed in the EIR. The purpose of the scoping meeting is to identify the range of actions, alternatives, environmental effects, methods of assessments, and mitigation measures to be analyzed in depth, and eliminates from detailed study those issues that are not important to the decision at hand.

The Recipient shall:

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- Prepare an agenda for the scoping meeting. The agenda will include an overview of the EIR process, explanation of the project, preliminary scope of the EIR, and public input on the scope.
- Publish a meeting notice in the local paper and mail notices to neighboring counties, responsible agencies, potential permitting agencies, Caltrans, and other interested parties.
- Invite stakeholders identified in Task 3.
- Hold one scoping meeting, unless a different number of scoping meetings are approved by the CAM in writing,
- Take detailed notes on the comments and issues raised at the scoping meeting.

Products:

- Scoping Meeting Agenda
- Public Notice
- Distribution List
- PowerPoint Presentation
- Meeting Notes

Task 6.6 Prepare Administrative Draft EIR

The goal of this task is a comprehensive, accurate, and objective environmental document that fully complies with CEQA requirements.

The Recipient shall:

- Review the Administrative Draft EIR to be completed by Consultant. The Administrative Draft EIR will analyze the project's individual and cumulative impacts in all environmental issue areas listed in Appendix G of the State CEQA guidelines, consider a reasonable range of alternatives, and identify feasible mitigation measures to reduce the project's impacts to less than significant levels.

As a program-level environmental document, the EIR will have a broad focus; however, it will also include site-specific analyses for the areas in the county where eligible renewable energy resource projects are most likely to be developed (i.e. within the proposed RE combining designations). Future applications for eligible renewable energy resource projects that meet certain criteria could "tier" off this program EIR per CEQA Guidelines Section 15168(C). This could substantially reduce the processing time and cost for future eligible renewable energy resource projects.

Products:

- Administrative Draft EIR will be submitted with the Draft EIR in Task 6.7

Task 6.7 Prepare Draft EIR

The goal of this task is a Draft EIR that incorporates the Recipient's comments of the Administrative Draft EIR.

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The Recipient shall:

- Submit one set of unified comments to the Consultant for use in revising the Draft EIR. The Consultant will complete revisions to the Administrative Draft EIR in conformance with the Recipient's comments.
- Publish a Notice of Availability of Draft EIR and mail notifications to a distribution list that includes all required parties.
- Allow at least 45 days for public comments as required by CEQA.

Products:

- Administrative Draft EIR from Task 6.6.
- Recipient's Comments on Administrative Draft EIR
- Notice of Availability of Draft EIR
- Draft EIR

Task 6.8 Prepare Final EIR

The goal of this task is a Final EIR that includes responses to all comments received on the Draft EIR.

The Recipient shall:

- Work with the Consultant to prepare a Final EIR that includes responses to comments (public and agency) on the Draft EIR and make any necessary revisions to the Draft EIR. The Consultant will organize all the comment letters received and review each letter to appropriately identify each comment contained within it. The individual comments will then be categorized according to their resource/issue-specific focus.
- Work with the Consultant to prepare a Mitigation Monitoring and Reporting Program for inclusion in the Final EIR as required by CEQA.

Products:

- Final EIR
- Summary of Comments and Response to Comments
- Mitigation Monitoring and Reporting Program

Task 6.9 Develop CEQA Findings

The goal of this task is a set of written CEQA findings for adoption by the Board of Supervisors.

The Recipient shall:

- Prepare written findings for each significant effect identified in the Final EIR. Each finding will include a brief explanation of the rationale for each finding, pursuant to CEQA Sections 15091-15093 (if necessary).

Products:

- CEQA Findings

TASK 7 PUBLIC HEARINGS

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Task 7.1 Prepare progress reports for Commission and Board

The goal of this task is to keep the Planning Commission and Board of Supervisors informed of the program's progress.

The Recipient shall:

- Report progress on the program to the two decision making bodies at least twice during program development. Written reports will be prepared and presented at regular meetings with notice to all stakeholders and interested parties.
- Receive direction or "mid-course" corrections from the Commission and the Board.

Products:

- Staff reports to Planning Commission and Board of Supervisors
- Written minutes of the meetings

Task 7.2 Prepare for Planning Commission public hearings

The goal of this task is to bring the completed draft program to the Planning Commission for a public hearing.

The Recipient shall:

- Prepare and send out public hearing notices.
- Prepare a staff report(s) describing the draft streamlining program and Final EIR, together with recommendations.
- Prepare presentation materials.
- Present the draft program and environmental analysis to the Planning Commission, answer questions and provide a recommended action.

Products:

- Public hearing notice
- Staff report(s) to Planning Commission and presentation materials
- Written minutes of the meetings

Task 7.3 Prepare for Board of Supervisors public hearings

The goal of this task is to bring the completed draft program to the Board of Supervisors for a public hearing and final approval.

The Recipient shall:

- Prepare and send out public hearing notices.
- Prepare a staff report(s) describing the draft streamlining program and Final EIR, together with recommendations from the Planning Commission, including any recommended changes to the draft streamlining program.
- Prepare presentation materials.
- Present the draft program and environmental analysis to the Board of Supervisors, answer questions and provide a recommended action.

Products:

- Public hearing notice

EXHIBIT B

SCOPE OF WORK

- Staff report(s) to the Board of Supervisors and presentation materials
- Written minutes of the meetings

Task 7.4 Prepare Final program

The goal of this task is to amend the streamlining program to reflect final Board of Supervisors action.

The Recipient shall:

- Revise the streamlining program as approved by the Board of Supervisors.
- Gather the minutes of the meeting, ordinances and resolutions adopted by the Board of Supervisors and make revisions to the program as approved by the Board.
- Distribute final documents to interested parties and post on the Department's web site.
- Advertise the availability of the Final program and EIR.

Products:

- Final streamlining program
- Revised General Plan elements
- Revised ordinances
- Revised maps and underlying GIS Featureclass shape files
- Notice of availability of the Final program and EIR